



Loudoun County, Virginia

Department of Management and Financial Services
Division of Procurement, MSC #41C
1 Harrison Street, SE, 4th Floor
Leesburg, Virginia 20175

April 16, 2008

NOTICE TO BIDDERS

ADDENDUM NO. 1

QQ-01409

The following changes and/or additions shall be made to the original Invitation for Bid No. QQ-01409, Printing of AAA Newsletters

1. Typesetting will be done by the County. The County will send the Contractor the pages in pdf form by e-mail.
2. Bidders shall refer to the attached revised pricing page when responding to this Invitation for Bid. Failure to provide quote on the attached pricing page will result in bid being considered non-responsive.
3. Sample of the Senior Center Review is available online under the Invitation for Bid number QQ-01409. <http://www.loudoun.gov/Default.aspx?tabid=1708>

Please acknowledge receipt of this addendum by signing and returning with your proposal.

Prepared By: Courtney L. Raye, CPPB /s/ Date: 4/16/08
Contracting Officer

Acknowledged By: _____ Date: _____

ATTACHMENT I

REVISED PRICING FORM

ATTENTION TO BIDDERS: Bidders shall be advised that the number of pages and quantities referenced on this pricing form are only estimates. NOTE: DELIVERY FEE SHALL BE INCLUDED IN UNIT PRICE.

A.) Printing and delivery of: Senior Center Review, black ink on color paper, *including folding and stapling*. Newsletter to be typed on regular, recycled paper. Quantities are the number of copies to be printed per month.

	UNIT PRICE	QTY	EXTENDED PRICE
Eight (8) pages (8 ½ x 11)	\$ _____	1,500	\$ _____
Twelve (12) pages (8 ½ x 11)	\$ _____	1,500	\$ _____
Paper weight – 20 lb			

UNIT PRICE	EXTENDED PRICE
(A.) TOTAL = \$ _____	\$ _____

B.) Printing and delivery of: Senior Center Review, black ink on color paper with four (4) color pages, *including folding and stapling*. Newsletter to be typed on regular, recycled paper. Quantities are the number of copies to be printed per month.

	UNIT PRICE	QTY	EXTENDED PRICE
Eight (8) pages (8 ½ x 11)	\$ _____	1,500	\$ _____
Twelve (12) pages (8 ½ x 11)	\$ _____	1,500	\$ _____
Paper weight – 20 lb			

UNIT PRICE	EXTENDED PRICE
(B.) TOTAL = \$ _____	\$ _____

C.) Printing and delivery of: Senior Center Review, black ink on news print stock, *including folding and stapling*. Newsletter to be typed on regular, recycled paper. Quantities are the number of copies to be printed per month.

	UNIT PRICE	QTY	EXTENDED PRICE
Eight (8) pages (8 ½ x 11)	\$ _____	1,500	\$ _____
Twelve (12) pages (8 ½ x 11)	\$ _____	1,500	\$ _____
Paper weight – 20 lb			

UNIT PRICE	EXTENDED PRICE
(C.) TOTAL = \$ _____	\$ _____

D.) Printing and delivery of: Silver, Star, black ink on color paper, *including folding and stapling*. Newsletter to be typed on regular, recycled paper. Quantities are the number of copies to be printed per month.

	UNIT PRICE	QTY	EXTENDED PRICE
Twelve (12) pages (8 ½ x 11)	\$ _____	1,200	\$ _____
Sixteen (16) pages (8 ½ x 11)	\$ _____	1,200	\$ _____
Paper weight – 20 lb			

UNIT PRICE	EXTENDED PRICE
(D.) TOTAL = \$ _____	\$ _____

TOTAL BID PRICE \$ _____	\$ _____
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